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ABSTRACT

This report evaluates a project to provide a year-long English-as-a-Second-Language (ESL) institute for 100 ESL literacy providers and instructors in Pennsylvania in order to enhance the skills of the participants in the institute. The ESL Institute provides an intensive 3-day summer workshop followed up by two 2-day workshops and a spring 2-day workshop designed to meet the individual needs of the adult ESL educators. Altogether, 80 people participated in the workshops over the course of several months. It was determined that the institute met and exceeded expectations, and it is recommended that the program be funded again in future years. (Contains 10 references.) (KFT)

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ENGLISH AS A SECOND LANGUAGE INSTITUTE

ED 456 675

FINAL REPORT

PROJECT # 098-00-0013

PENNSYLVANIA DEPARTMENT OF EDUCATION

1999-2000

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Written by

Nancy Disario, Project Coordinator
Sue Boehret, Project Coordinator
Dr. Manual A. Gonzalez, Associate Dean of the Center for Adult Literacy and Basic Workforce Development

EL 801451

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FINAL REPORT

Project # 098-00-0013

Pennsylvania Department of Education

Written by

Nancy Disario, Project Coordinator
Sue Boehret, Project Coordinator
Dr. Manuel A. Gonzalez, Associate Dean of the Center for Adult Literacy
and Basic Workforce Development

Fiscal year: 1999-2000
Grantee: Northampton Community College
3835 Green Pond Road
Bethlehem, PA 18020
610-861-5427

Federal Funding: $50,000

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NORTHAMPTON COMMUNITY COLLEGE

ABSTRACT PAGE

Grant Recipient: Dr. Manuel A. Gonzalez
Northampton Community College
3835 Green Pond Road
Bethlehem, PA 18020

Program Name: English as a Second Language (ESL) Institute

Grant Allocation: $50,000

Project Period: July 1,1999 to June 30, 2000

Project Director: Dr. Manuel A. Gonzalez

Project Purpose:

The purpose of this project was to provide a yearlong ESL Institute for 100 ESL literacy providers and instructors in the Commonwealth of Pennsylvania in order to enhance the skills of participants in the Institute. The ESL Institute was designed to provide an intensive three-day summer workshop, two follow-up workshops, and a two-day spring workshop designed to meet the individual needs of ESL literacy providers and instructors in the state of Pennsylvania.

Project Outcomes:

The attendance at the three-day Summer Institute was 80 participants. Of the 80 who registered, 53 submitted overall conference evaluations. There were 51 stating that they acquired new concepts from the topics presented at the Institute. This amount represents 96% of the evaluations received, which met and exceeded the objective of the grant. There were 51 responses stating that the participants would incorporate new concepts and materials into their programs. This amount represents 96% of the evaluations received, which met and exceeded the objective of this grant.

The attendance at the two-day Spring Institute was also 80 participants. Of the 80 participants who registered, 47 submitted overall conference evaluations. There were 45 responses stating that they acquired new concepts presented at the Institute. This amount represents 96% of the evaluations received, which met and exceeded the objective of the grant. There were 46 responses stating that they would incorporate new concepts and materials into their programs. This represents 98% of the evaluations received, which met and exceeded the objective of this grant.

Impact:

The original goals and objectives for both the Summer and Spring ESL Institutes were met and exceeded.

Product or Training Developed:

There were no products in this project.

Project Continuation and/or Future Implications:

The funding for this project has ended. Based on the response from the participants, future projects in the area of ESL training is deemed relevant for adult literacy providers due to teacher turnover and constant need for new ideas.

Conclusions/Recommendations:

This project exceeded the original objectives. The format of a three-day and two-day intensive Institute offering many workshops was better attended than the two stand alone workshops offered mid-year.

Additional Comments:

The English as a Second Language Institute is one of the statewide initiatives that will be discussed in the professional staff development system evaluation report conducted by Dr. Alisa Belzera.

INTRODUCTION

The purpose of this project was to provide a yearlong English as a Second Language (ESL) Institute for 100 Adult Literacy providers in the Commonwealth of Pennsylvania. The program was organized to provide an intensive three-day workshop in the summer and a follow-up two-day workshop in the spring. Two other three-hour workshops were also offered during the year.

The primary goal of these workshops was to develop and enhance specific techniques for ESL instructors on all levels of experience in the areas of second language acquisition theory and practice, curriculum development, oral/aural techniques, ESL practices in the workplace, testing and placement of learners, and the teaching of culture. Participants will incorporate these new ideas and skills into their teaching practices.

A Listserv was established to provide support and communication throughout the year. It also helped serve as a clearinghouse for ESL information. Newsletters were sent to inform members of upcoming ESL events and to disseminate new ESL information.

TIME FRAME

1. The Summer ESL Institute was held at Northampton Community College on September 1,2,3,1999.
2. A workshop on "Interactive Activities for ESL Teachers" was held at the Chester Co. IU in Exton, PA on December 4,1999.
3. A workshop on "Interactive Activities for ESL Teachers" was held in New Castle, PA on April 1,2000.
4. The Spring ESL Institute was held a Northampton Community College on May 25 and 26, 2000.

STAFF AND KEY PERSONNEL

The key staff and personnel involved in this project are as follows:

Dr. Manuel A. Gonzalez, Associate Dean – Northampton Community College
Dr. Gonzalez provided ESL expertise and gave introductory remarks at both institutes.

Nancy Disario and Sue Boehret – Program Coordinators
Coordinators established the Institute format and schedules, assisted in the design of brochures, designed the schedules, hired the presenters, supervised the meals, lodging and registration, designed evaluation forms, supervised general conference operations, oversaw quality control of the program, handled all budget matters, were liaisons to the Adult Literacy director, PDE advisor and presenters, and were responsible for follow-up activities.

Listserv Designer – Frank S. Pappalardo, Consultant

Secretarial – support from all clerical staff

Professional Assistant – helped with registration and paperwork

Presenters: The presenters were responsible for developing and conducting the workshops and providing handouts. Prior to the Institute they submitted a brief summary of their workshops.

SUMMER ESL INSTITUTE PRESENTERS

MaryAnn and John Boyd – Keynote speakers and workshop presenters
ESL instructors, consultants, and authors affiliated with Illinois State University

Marni E. Baker – instructor and Ph.D. Candidate. University of Pennsylvania

Dr. Uji Samant – Research Associate, Rutgers University, affiliated with NSCALL

Dr. Jacqueline Fowler Frey – Dean of Students, Lancaster County Day School

Robert Miller –Vice-president of INTELECOM

Twila Evans and Lisa Magidow – ESL instructors and staff members at NCC's Center for Adult Literacy and Basic Workforce Development

DECEMBER AND APRIL WORKSHOP PRESENTER

Claire Russell – Educational coordinator at La Comunidad Hispana, Kennett Square, PA

SPRING ESL INSTITUTE PRESENTERS

Norma Shapiro – co-author of the Oxford Picture Dictionary

Marni E. Baker – Instructor and Ph.D. candidate – University of Pennsylvania

Dr. Cheri Micheau – Director of TESL Graduate Programs at West Chester University

Claire Russell – Educational Coordinator at La Comunicad Hispana, Kennett Square,PA

AUDIENCE

All six regions in the state of Pennsylvania were represented at the institute workshops (see appendix for numbers)

The number of registered participants at each workshop is as follows:

Summer Institute – 80

December Workshop – 22

April Workshop – 24

Spring Institute – 80

The number of unduplicated participants was 132. The number of duplicated participants (attending more than one activity) was 37.

DISSEMINATION OF PROJECT

This report was prepared for the ABLE Bureau of the Pennsylvania Department of Education, AdvancE, and the six regional staff development centers. They will find this information useful in the planning of future staff development. Permanent copies of this report will be filed with and obtained from:

Bureau of Adult Basic Literacy Education Programs
PA Department of Education
333 Market St.
Harrisburg, PA 17126-0333

AdvancE, PDE Resource Center
PA Department of Education
333 Market St. 11th floor
Harrisburg, PA 17126-0333

Northampton Community College
Center for Adult Literacy and Basic Workforce Development
3835 Green Pond Rd.
Bethlehem, PA 18020

BODY OF THE REPORT

1. Statement of the Problem

English as a Second Language instructors of all levels, tutors, counselors, and administrators in the state of Pennsylvania indicated a need to come together to receive formal training and follow-up. They need this in order to reach and serve their students with the best tools and approaches available. Specific techniques in the areas of second language acquisition theory and practice, curriculum development, oral/aural techniques, teaching of culture, multi-level classroom ideas, ESL in the workplace and distance learning are needed by instructors. A three-day ESL Institute with yearlong follow-up is needed to foster a connection between ESL providers and to offer expertise on the various facets of ESL literacy.

2. Goals and Objectives with which to Explore the Problem

Goal: To provide a yearlong ESL Institute for Pennsylvania Adult Literacy providers in order to enhance the skills of conference attendees.

Objectives:

1. Eighty-five (85) percent of conference participants will indicate, on the evaluation form, that they have acquired new concepts from the topics presented at the workshops.
2. Ninety-five (95) percent of participants will incorporate new/or enhanced teaching techniques acquired through the ESL Institute into their teaching practices as measured by a self-evaluation completed six months after the conference and by technical assistance reports completed by program visits.
3. By September 30, 2000, create and maintain an ESL Institute Listserv in order to provide on-going technical support throughout the year.
4. During the 1999-2000 fiscal year, serve as a clearinghouse for ESL information for the Commonwealth

3. Procedures Employed to Study and Explore the Problem

Summer ESL Institute

A three-day ESL Institute was held September 1,2,3, 1999 at Northampton Community College in the Gates Center. Participants from across the state of Pennsylvania attended and stayed at the local hotels. Travel and hotel reimbursement was provided. Participants were also provided all meals prepared by the NCC's Culinary Arts students. A special evening tour of Historic Bethlehem was well received, as well as a hands-on internet practice session at one of NCC's computer labs. Workshops, displays by book vendors, keynote speakers, a visit from the ESL family literacy class, and time for networking and sharing of ideas filled the three days.

There were six workshops covering different aspects of ESL education. They were

1. Internet Tools For Enhancing Teaching and Learning in the ESL Classroom- a workshop exploring a broad variety of web-sites and communication tools to support the teaching of listening, speaking, reading and writing in the ESL classroom.

2. Practical Strategies for the ESL Classroom – a workshop which reviewed what it means to be a language learner. It offered practical teaching/learning strategies for the multi-level classroom.

3. Integrating Work Related Materials Into the ESL Classroom – a workshop offering practical ideas and strategies on how to include the workforce curriculum in a multi-level ESL classroom.

4. Second Language Acquisition – Theory and Practice – a workshop exploring how to teach pronunciation, grammar and vocabulary using some of the most relevant second language linguistic theories.

5. Distance Learning in ESL Instruction – a workshop presenting the various applications of video and print materials and distance learning programs in the ESL classroom.

5. The Role of Culture in the ESL Classroom – a workshop focusing on culture and its impact in the classroom. The eight points of culture were examined as well as hidden cultures and stereotypes.

Participants were grouped according to their level of expertise in ESL education and workshops were geared specifically for their level. The three levels were Administrators, Advanced ESL Instructors, and Beginning ESL Instructors, Counselors, and Tutors.

Book vendors set up displays and were available the first day of the Institute to answer questions and offer free samples of books. Some vendors who couldn't attend sent materials.

An evening tour of Historic Bethlehem was offered the second night of the Institute. This was attended by about 25 people. Also offered the same evening was an Internet practice session with the presenter of the Internet workshop. A large computer lab at NCC was used and about 25 people attended that special session. After lunch the first day, the ESL Family Literacy Class provided entertainment and displays.

The keynote speakers for the Summer ESL Institute were MaryAnn and John Boyd. Their topic was "Engaging the Minds of Our Students". Their presentation was a series of short activities focused around two interrelated themes – what it means to be a language learner and aligning what teachers teach with what learners learn. This was a very interactive workshop and well received.

A listserv was specifically designed for the ESL Institute by a Computer Consultant. The goal of the listserv was to provide a resource for information regarding ESL education. Information on ESL events, training sessions, new websites, etc. were periodically posted. Members of the listserv could communicate and ask questions about ESL concerns. About 50 people joined the listserv.

To recruit participants for the three-day Institute, a brochure was designed and mailed to the 6 regional PDE regions, the ABLE Bureau Department of Education, and all the providers in the state. From the mailing, 80 participants registered for the Institute.

Winter ESL Workshop

A three-hour workshop and luncheon was held on Saturday, Dec. 4, 1999, at the Chester Co. IU in Exton, PA. Claire Russell presented a workshop on "Interactive Activities for Beginning ESL Instructors". Twenty-two people attended. A copy of the workshop flyer is in the appendix.

Early Spring ESL Workshop

A three-hour workshop and lunch was held on Saturday, April 1, 2000, at the Eat and Park Restaurant in New Castle, PA. Claire Russell again presented her workshop on "Interactive Activities for Beginning ESL Instructors". Twenty-four people from the western part of the state attended.

Spring ESL Institute

A two-day Spring ESL Institute was held at NCC on May 25-26, 2000. This follow-up institute was established to present material on topics that were not presented in the summer institute or were specifically requested by participants. Again ESL providers from across the state attended and stayed at local hotels. Meals were provided by the NCC's Culinary Arts students. Mileage and hotel were paid for by the grant. A total of 80 participants registered for the Institute.

Workshops that were offered during the Spring Institute were as follows:

1. Quick and Easy Tips for Teaching Pronunciation to Adult Learners- a workshop exploring the most troublesome pronunciation issues for adult learners.

2. Communicative Activities Using the Oxford Picture Dictionary – a workshop Explaining activities for comprehension, retention and production using the Oxford Picture Dictionary.

3. Songs as Texts for Literacy Instruction –a workshop exploring techniques for using songs to introduce and reinforce adult literacy skills.

4. Using Multiple Intelligences to Teach ESL –a workshop exploring Howard Gardner's theory of multiple intelligences and how it applies to adult learners.

Book vendors again set up displays and LeAnn Stasiulatis from AdvancE provided additional ESL materials. A highlight of the Spring Institute was the entertainment after dinner on Thursday. A Mexican dance group demonstrated dances from four different regions of Mexico. The history and cultural background of each dance was discussed. This institute provided an opportunity for participants to communicate, share ideas and knowledge and seek answers to problems regarding their ESL teaching.

Time Line for Grant Year

June 1999

- Dr. Gonzalez hired the administrative staff
- A basic program schedule was established by the coordinators
- Coordinators and NCC's Graphics Dept. worked on design of brochure
- Brochures sent to all providers in the state, NCC's staff, and the six regional PDE's
- Classrooms, restaurant facilities, and hotel rooms were secured
- Keynote speakers and presenters were contacted and hired

July 1999

- Schedule was formulated
- Book vendors and AdvancE were contacted
- The evening tour of Historic Bethlehem was set up
- Computer rooms for evening internet session were secured
- Registrations were received

August 1999

- Pre-conference information, maps, schedules, hotel information was sent out
- Listserv was set up
- Folders for each participant were made up including schedules, evaluation forms, registrations,and presenter biographies
- Final count for meals and menus planned

September 1999

- ESL Summer Institute held September 1-3, 1999
- Evaluations tabulated and workshop follow-up
- Mileage and hotel invoices and budgetary matters processed
- Pictures and story sent to BUZZ and PDC Newsletter for publicity

October 1999

- Follow-up phone calls made
- Plans for winter workshop formulated
- Fall newsletter sent out

November 1999

- Flyers sent out and registrations received for December workshop

December 1999

- Winter workshop held December 4, 1999
- Follow-up on winter workshop

February 2000

- Flyer created for Spring Institute to be available at PAACE
- Coordinators participated in PAACE ESL luncheon
- Winter newsletter sent out

March 2000

- Flyers and registration sent for April workshop
- Plans for April workshop formulated

April 2000

- ESL Workshop held in western PA April 1, 2000
- Follow-up on April workshop
- Flyer designed and mailed for Spring ESL Institute
- Presenters contacted and hired
- All necessary facilities secured
- Book vendors and AdvancE contacted

May 2000

- Schedules, evaluations and packets prepared for each participant
- Registrations received for Spring Institute
- Spring Institute held May 25-26, 2000
- Evaluations tabulated and workshop follow-up
- Budgetary matters processed

June 2000

- Final Report compiled and printed

Yearlong

- Mentoring, listserv and newsletters

4 Which Objectives Were Met and How

Objective I – Eighty-five (85) percent of conference participants will indicate on the evaluation form that they have acquired new concepts from the topics presented at the workshops.

This objective was met and exceeded since 96% of the Summer Institute participants indicated that they had acquired new concepts. 96% of the Spring Institute participants said they acquired new concepts.

Objective II – Ninety-five (95) percent of participants will incorporate new/or enhanced teaching techniques acquired through the ESL Institute into their teaching practices as measured by a self-evaluation completed six months after the conference and by technical assistance reports completed by program visits.

This objective was met since 96% of the Summer Institute participants stated they would incorporate new concepts and materials into their programs. 98% of the Spring Institute stated they would incorporate new concepts and materials into their programs. The self-evaluation had been incorporated into the overall institute evaluation. Site visits were not necessary since communicating by phone and listserv was sufficient.

Objective III – By September 30, 2000, create and maintain an ESL Institute Listserv in order to provide on-going technical support throughout the year.

This objective was met since a listserv was set up by a computer consultant and it ran all year. About 50 people joined the listserv and it was used for ESL announcements, questions and general information. The coordinators would have liked more people to join the listserv so there would be more activity, but many instructors in the state still do not have access to computers and e-mail.

Objective IV – During the 1999-2000 fiscal year, serve as a clearinghouse for ESL literacy information for the Commonwealth.

This objective was met since at both institutes hand-outs, pamphlets, booklets and many other resources from presenters, book vendors, and AdvancE were made available on ESL topics. The Listserv was a clearinghouse for ESL information. The Fall and Winter Newsletters (see appendix) also served as a means to disperse ESL information throughout the state. Coordinators attended the ESL PAACE luncheon to disseminate further workshop information.

5. Which Objectives Were Not Met and Why

All objectives were successfully met.

6.The Evaluation Instruments Used and the Results of the Evaluation

Two kinds of evaluation instruments were used for the ESL Institute. Each workshop used a separate evaluation form and each Institute used an overall evaluation form. (see appendix) The results of the overall Institute evaluations were as follows:

The overall Summer Institute was evaluated in three categories: organization, facilities and workshops. For organization 85% were excellent, 15% very good; for facilities 83% were excellent, 17% very good; for workshops 79% excellent, 17% very good and 4% good.

The overall Spring Institute was also evaluated in three categories. For organization 83% were excellent, 15% very good and 2% good; facilities were 85% excellent, 15% very good ; workshops 83% excellent, 17% very good.

The attachments show these results in a bar graph. The results of the evaluations were very favorable.

7. Procedure for the Dissemination of the Findings

This report was prepared for the ABLE Bureau of the Department of Education, AdvancE, and the six regional staff development centers. They will find this information useful in planning future staff development. Permanent copies of this report will be filed with and obtained from:

Bureau of Adult Basic Literacy programs
Pennsylvania Department of Education
333 Market St.
Harrisburg, PA 17126-0333

AdvancE, PDE Resource Center
Pennsylvania Department of Education
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Harrisburg, PA 17126-0333

Northampton Community College
Center for Adult Literacy and Basic Workforce Development
3835 Green Pond Road
Bethlehem, PA 18020

8. Conclusions and Recommendations

The English as a Second Language Institute, which provided an intensive three-day workshop and a yearlong series of follow-up activities to meet the individual needs of ESL providers and instructors, was successful. It met and exceeded the goals and objectives set forth in the grant according to the evaluations of the participants.

Conclusions –Using the format of the three-day institute and the two-day mini institute eight months later was valuable for several reasons:

- Having two institutes provided time for a great variety of workshops
- Using the conference format as opposed to one-time workshops resulted in much better attendance
- The follow-up spring mini institute was used for topics that participants requested during the year or that weren't covered in the first institute.
- Participants liked the extra time for informal discussion and brainstorming with colleagues and networking during the year.
- The smaller one-day workshops allowed the Institute's presenters to go to other parts of the state

Recommendations – Based on the feedback from the participants and observations by the program coordinators, we would make the following recommendations:

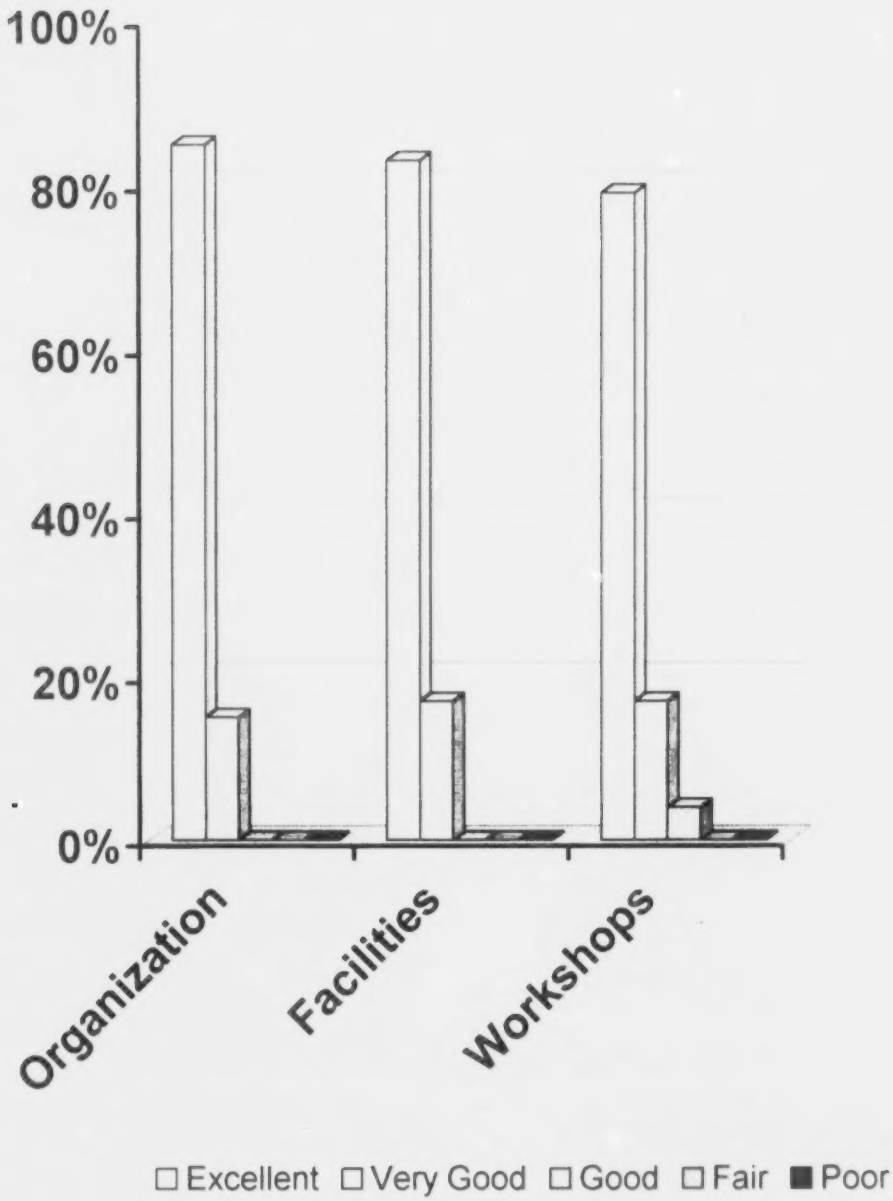
- Give more notice about the Summer Institute. Brochures should be available earlier so participants can plan ahead. This was difficult since grant notification wasn't until early July.
- Promote use of listserv more aggressively. Throw out more "kick start"questions and encourage more people to sign up for the listserv.
- Continue with Saturday morning workshops. The two that were provided were well received. This is the only day most teachers are available.
- Continue using motels instead of dorm rooms and provide reimbursement through the grant. Adults feel more comfortable in a motel room.
- Continue providing workshops in various parts of the state. The April workshop in western PA was very well received.

- Provide more sharing time for participants. Encourage them to bring materials and have a "swap shop".
- Encourage statewide literacy providers to disseminate information regarding workshops and events in a timely manner to all their staff. Many instructors and tutors are not receiving information about events going on in the state.

Summer Institute

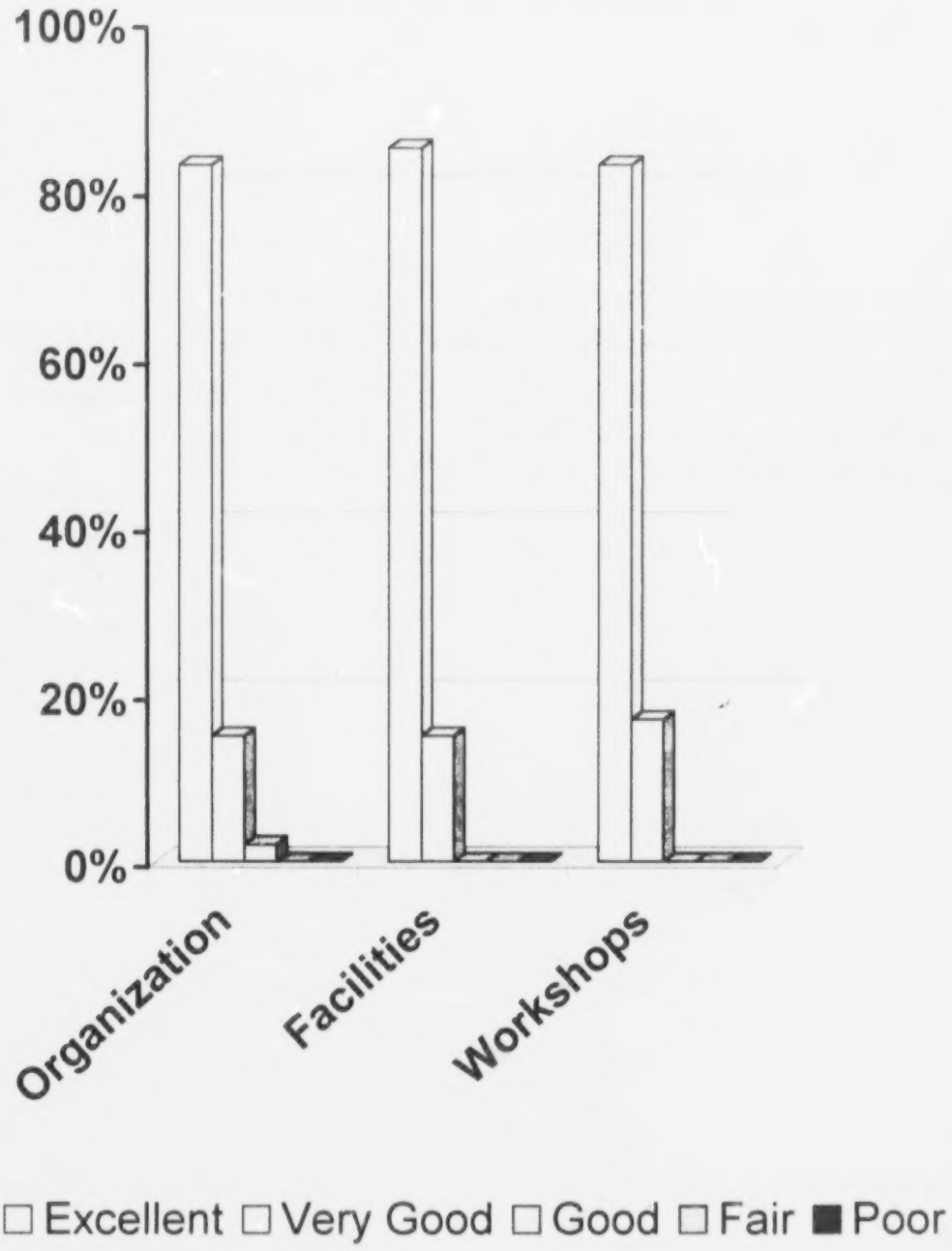
Overall Conference Evaluation

(53 respondants)



Spring Institute

Overall Conference Evaluation
(47 respondants)



Institute and Workshop Participants
Breakdown by Region

	Summer Institute	December Workshop	April Workshop	Spring Institute
SC PDC	5	1	0	2
SE PDC	56	15	1	56
CNE PDC	9	3	0	10
NW PDC	3	0	13	0
SW PDC	1	0	10	1
Phila PDC	6	3	0	11
Total	80	22	24	80

WORKSHOP EVALUATIONS

	EXCELLENT	VERY GOOD	GOOD	FAIR	POOR
SUMMER INSTITUTE					
-Practical Strategies for the ESL Classroom	94%	5%	1%		
-Integrating Work Related Materials into the ESL Classroom	68%	19%	13%		
-Second Language Acquisition	78%	20%	2%		
-Distance Learning in ESL Instruction	67%	19%	3%	11%	
-Internet Tools for Enhancing Teaching & Learning in ESL	84%	13%	3%		
-The Role of Culture in the ESL Classroom	79%	17%	4%		
DECEMBER WORKSHOP					
-Interactive Activities for Beginning ESL Instructors	93%	7%			
APRIL WORKSHOP					
- Interactive Activities for Beginning ESL Instructors	81%	14%	5%		
SPRING INSTITUTE					
-Quick & Easy Tips for Teaching Pronunciation	85%	13%	2%		
-Communicative Activities Using the Oxford Picture Dictionary	79%	17%	2%	2%	
-Songs as Texts for Literacy Instruction	73%	12%	15%		
-Using Multiple Intelligences to Teach ESL	67%	30%	3%		

APPENDIX

ATTACHMENTS

Attachments 1-12	Summer Institute Materials
Attachment 13	Southeastern PA Workshop Flyer
Attachment 14	Western PA Workshop Flyer
Attachments 15-24	Spring Institute Materials
Attachments 25-26	Publicity
Attachments 27-28	Newsletters

July 12, 1999

Dear Providers:

On behalf of myself and the Adult Literacy staff at Northampton Community College in Bethlehem, Pennsylvania, I would like to personally extend an invitation to the 1999-2000 **ESL Institute** three-day event on **Wednesday, September 1 through Friday, September 3rd.** This will serve as a kick-off to the yearlong ESL Institute. The Institute will include additional workshops, a monthly newsletter, technical assistance for participants, and a variety of other activities throughout the year.

We are planning some exciting activities for the conference. There will also be a well known keynote speaker who will address issues confronting ESL education.

Shortly, you will be receiving a brochure with more details on how to register. However, we wanted you to be able to share this information with your staff now to reserve these dates in your busy schedules.

If you would like more information please call, e-mail, or fax Nancy Disario at:
njd@mail.nrhm.cc.pa.us.
610-861-5427, fax 610-861-5093

We're looking forward to seeing you in September!

Sincerely,

Manuel A. Gonzalez, Ed. D.
mag@mail.nrhm..cc.pa.us

This program is designed for ACT 143 and/or Section 231 grant-funded programs. To qualify, participants must be present for all three days and attend all of the follow-up activities. Travel reimbursement will be provided. A $25.00 rebate for hotel rooms will be available. After the conference, travel and hotel reimbursement will be mailed directly to eligible participants upon verification by the ABLE Bureau. To sign up for the program, duplicate the form below and bring to the conference.

Participant Name SS # _____

_____

Mailing Address _____

_____

Program Type 143 231

PDE Contract _____

Literacy Program Name _____

Address _____

_____

Phone # _____

Your Position _____

Please have your Program Director complete the following:

Director's Name _____

Phone # _____

Number of hours you estimate this participant worked/will work in

A Staff Position 1998-99 Grant Year _____

1999-2000 Grant Year _____

I verify that _____

is a paid staff member of a 143 or 231 ABLE bureau program.

Director's Signature _____

For more information contact Nancy Disario or Susan Bochret at 610-861-5427 or e-mail njd@mail.nrhm.cc.pa.us or scb@mail.nrhm.cc.pa.us

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Northampton Community College values diversity and seeks talented students, faculty, and staff from diverse backgrounds. The College does not discriminate on the basis of race, color, sex, sexual orientation, religion, national or ethnic origin, age, disability, or status as a disabled or Vietnam Era veteran in its activities, programs, or employment practices. Affirmative Action Officer Helene M. Whitaker, 610/861-5300

SUMMER ESL INSTITUTE

Three-day event

September 1-3, 1999

Sponsored by

The Pennsylvania Department of Education, Bureau of Adult Basic and Literacy Education

Northampton Community College

The Center for Adult Literacy and Basic Workforce Development of Northampton Community College would like to invite you to the 1999 Summer ESL Institute three-day event at our Bethlehem campus. This is an opportunity for you, as an educator concerned with the many challenges and aspects of teaching ESL, to come and share knowledge and experience with your colleagues. It will also be a chance to learn new facts, theories, strategies and insights into the field of ESL.

The workshops will be relaxed and informal with time for discussion and sharing. We're planning to make this year's Institute informative, festive and multicultural. We look forward to seeing you in September.

This year's topics will include:

- ⇒ *Practical Strategies for the Multi-level Classroom*
- ⇒ *Integrating Workforce Materials into the ESL Classroom*
- ⇒ *Distance Learning for ESL*
- ⇒ *Second Language Acquisition-Theory and Practice*
- ⇒ *Culture and Citizenship in the ESL Classroom*
- ⇒ *Web-Based ESL Instruction*

SCHEDULE OF EVENTS:

Wednesday, September 1, 1999

10:00 - 1:00	Registration in Alumni Hall Book Vendors displays
1:00 - 2:00	Lunch
2:00 - 3:00	Special Presentation & Orientation
3:30 - 5:00	Workshop
6:00 - 7:00	Dinner
7:00 - 9:00	Keynote Speaker

Thursday, September 2, 1999

8:00 - 9:00	Breakfast
9:00 - 10:30	Workshop
10:45 - 12:15	Workshop
12:30 - 1:30	Lunch
1:45 - 3:15	Workshop
3:30 - 5:00	Workshop
6:00 - 7:00	Dinner
7:00 -9:00	Entertainment

Friday, September 3, 1999

8:00 - 9:00	Brunch
9:00 - 11:00	Workshop
11:00 - 11:30	Wrap up and closing session

HIGHLIGHTED PRESENTERS WILL INCLUDE:

Mary Ann & John Boyd - Affiliated with Illinois State University, the Boyds are ESL authors, consultants, teacher-educators, and ESL teachers who have taught all over the world.

Dr. Ujwala Samant - Consultant and lecturer at Rutgers University and NCAL in International Literacy.

Bob Miller - Vice President of Intelecom, the creator of Crossroads Café and other video series.

To register as a participant, clip and send us this form. Registration deadline is August 18, 1999.

Mail to: Summer ESL Institute
Northampton Community College
Center for Adult Literacy
3835 Green Pond Road
Bethlehem, PA 18020
Or Fax: 610/861-5093(Form may be duplicated)

Name: _____
Position: _____
Address: _____
_____
E-Mail: _____
Home Phone: _____
Region or PDC: _____
Yrs. of experience in ACT 143 and/or Section 231 grant funded programs _____
Are you _____ Beginner ESL Instructor/Tutor
_____ Advanced ESL Instructor
_____ Administrator/Coordinator

LODGING INFORMATION
Rooms have been set aside for Wednesday and Thursday nights at the Comfort Inn (closest hotel to the college).
If you would like to book a room, do so by August 18, 1999 and mention the ESL Institute.

Comfort Inn
RT 191 & 22
Bethlehem, PA
610-865-6300

A listing of other hotels will be sent in your packet of information when you register for the Institute.

REMEMBER: Attendance is limited to 100 people. The final selection of participants for the Institute will be at the discretion of the PDE. Chosen participants will be notified and given further conference details.

1999 SUMMER ESL INSTITUTE
SCHEDULE OF EVENTS

WELCOME!

WEDNESDAY, SEPTEMBER 1

11:30 – 12:30	REGISTRATION IN ALUMNI HALL LOBBY BOOK VENDORS AND DISPLAYS
12:30 – 1:30	LUNCHEON-ALUMNI HALL A, B, C
1:30 – 2:30	OPENING REMARKS Dr. Manuel Gonzalez, Associate Dean, Center for Adult Literacy and Basic Workforce Development Dr. Paul Pierpoint, Dean of Community Education Dr. Robert Kopecek, President of Northampton Comm. College Raiana Mearns, Pennsylvania Department of Education-ESL Content Specialist Nancy Leary-ESL and Family Literacy special presentation Orientation-Nancy Disario and Sue Boehret, Institute Coordinators
3:00 – 4:30	WORKSHOPS Group I– Rm. 130D-Internet Tools for Enhancing Teaching and Learning in the ESL Classroom Group II-Rm. 130C-The Role of Culture in the ESL Classroom Group III-Rm. 116-Integrating Work-Related Materials into the ESL Classroom
5:00 – 6:00	WINE AND CHEESE RECEPTION – HAMPTON WINDS RESTAURANT
6:00 – 7:00	DINNER (ALUMNI A, B, C)
7:00 – 9:00	KEYNOTE SPEAKERS – MARY ANN & JOHN BOYD "ENGAGING THE MINDS OF OUR STUDENTS" The keynote session will engage participants in a number of short activities focused around two interrelated themes—what it means to be a language learner and aligning what teachers teach with what learners learn.

THURSDAY, SEPTEMBER 2

8:00 – 9:00 am	CONTINENTAL BREAKFAST – HAMPTON WINDS RESTAURANT
9:00 – 10:30	WORKSHOPS Group I- Rm. 130C-The Role of Culture in the ESL Classroom Group II- Rm. 130B-Practical Strategies for the ESL Classroom Group III- Rm. 130D-Internet Tools for Enhancing Teaching and Learning in the ESL Classroom
10:45 – 12:15	WORKSHOPS Group I- Rm. 130C-Second Language Acquisition Theory & Practice Group II- Rm. 130D-Internet Tools for Enhancing Teaching and Learning in the ESL classroom Group III- Room 130B-Practical Strategies for the Multi-Level ESL Classroom
12:15 – 1:15	LUNCHEON BUFFET – HAMPTON WINDS RESTAURANT
1:30 – 3:00	WORKSHOPS Group I-Rm. 130B-Practical Strategies for the Multi-Level ESL Classroom Group II-Rm. 130D-Integrating Work-Related Materials into the ESL Classroom Group III-Rm. 130C-Second Language Acquisition: Theory and Practice
3:15 – 4:45	WORKSHOPS Group I-Rm. 130D-Integrating Work-Related Materials into the ESL classroom Group II-Rm. 130C-Second Language Acquisition: Theory and Practice Group III-Rm. 130B-The Role of Culture in the ESL Classroom
5:00 – 6:00	DINNER BUFFET – HAMPTON WINDS RESTAURANT
7:00 – 9:00	"AN EVENING IN HISTORIC BETHLEHEM" (Optional tour-if you have signed up for this tour, please check the registration desk for maps and information)
	Keystone #12 Computer Lab is open until 9:30 PM to work on the Internet. The presenter will be there to help. See registration desk for directions.

FRIDAY, SEPTEMBER 3

8:00 – 9:00	BRUNCH BUFFET – ALUMNI HALL
9:00 – 11:00	WORKSHOP Group I, II, III together-Rm. B, C, D in Alumni Hall Distance Learning in ESL Instruction-Bob Miller Update on the Crossroads Café project in Pennsylvania- Michele Pappalardo

Have a Safe Trip Home!

Reminders:

- All groups will get to participate in each workshop. Please stay with the schedule that is provided for you.

- Please remember to fill out the following forms:
  Pink – one for each workshop
  Blue – overall evaluation form before you leave on Friday
  Yellow – registration form-fill out right away
  Green – sign your e-mail address to be included in our List-serve

- To qualify for travel reimbursement, you must hand in the form from the brochure signed by your program director and the travel voucher that was sent with your letter of confirmation. Attach hotel receipts to receive the $25 rebate. Extra forms are available at the registration table and must be submitted by September 15, 1999. A check will then be mailed to you.

- If you have an emergency after hours, call security at (610) 861-5588. During daytime hours the Adult Literacy phone number is (610) 861-5427.

Northampton Community College

Center for Adult Literacy and Basic Workforce Development

Summer 1999 ESL Institute Workshop Shedule

Topic	Wed. 3-4:30	Thurs. 9-10:30	Thurs. 10:45-12:15	Thurs. 1:30-3	Thurs. 3:15-4:45	Fri. 11-Sep
ESL Web-Based Instruction	Group I 130 D	Group III 130 D	Group II 130 D			
Language & Culture	Group II 130 C	Group I 130 C			Group III 130 B	
Second Language Acquisition: Theory to Practice			Group I 130 C	Group III 130 C	Group II 130C	
Integrating Workforce Education into the ESL Classroom	Group III Room 116 126			Group II 130D	Group I 130 D	
Practical Strategies for Teaching Mult-level Classes		Group II 130 B	Group III 130 B	Group I 130 B		
Distance Education						All groups B, C, D

Group I - Beginner ESL Instructors/Tutors
Group II - Advanced ESL Instructors
Group III - Administrators and Coordinators

WORKSHOPS & PRESENTERS AT THE 1999 ESL INSTITUTE

Internet Tools for Enhancing Teaching and Learning in the ESL Classroom
Marni E. Baker

This workshop will explore a broad variety of web sites and communication tools to support the teaching of listening, speaking, reading and writing in the ESL classroom.

◊

Marni has her masters in TESOL and is currently working on her Ph.D. at the University of Pennsylvania where she also teaches in the English Language Program. She has taught, developed curriculum and trained teachers in Turkey, Japan and the Baltic States. She has also presented workshops at several TESOL International Conferences and has worked extensively with technology and web-based learning.

Pratical Strategies for the ESL Classroom
Mary Ann and John Boyd

This workshop will give a review of what it means to be a language learner and will offer practical teaching/learning strategies for the multi-level classroom. It will also offer the philosophical basis for a receptive-based approach in a multi-level classroom.

◊

Keynote speakers John and Mary Ann Boyd are ESL instructors, consultants, authors, and teacher educators. Affiliated for over 25 years with Illinois State University, the Boyds have taught and trained teachers at Harvard University, Saint Michael's College, Nanzan University, and refugee camps in the Philippines and Thailand. They are the co-authors of several ESL texts including the best sellers *Before Book One* and *Beginning Listening Cycles*. In their workshop presentations, the Boyds combine theory with effective, practical classroom practice.

Integrating Work-Related Materials into the ESL Classroom
Twila Evans and Lisa Magidow

This workshop will offer practical ideas, strategies and activities on how to include the workforce curriculum into a multi-level ESL classroom. The workshop will also provide an introduction to the new state guidelines on including workforce education in the classroom.

◊

Twila has a masters in Education from Lehigh University with reading specialist certification. She has 15 years experience in adult basic education—ESL, ABE, and GED in correctional settings. She has participated in authoring ELM, ELM Branches Out and When Bonds are Broken-A Family Literacy Program for Incarcerated Fathers. Additionally, Twila is a Project Equal trainer and is on the NCC Project Team.

Integrating Work-Related Materials into the ESL Classroom (continued)
Twila Evans and Lisa Magidow

Lisa Magidow started out teaching ESL when she was performing with the Caracas Philharmonic Orchestra in Venezuela from 1979-1984. She taught English classes as an exchange for Spanish classes. Her career continued in New York City where she worked as a public high school ESL teacher, a Board of Education ESL/ABE/GED instructor, and as a co-director at an Adult and Continuing Education family literacy program in the Elementary schools. Lisa then moved to Bethlehem, PA in August 1998 and taught ESL at Northampton Community College. Presently, Lisa is the Recruitment and Placement Specialist Administrator in the Adult Literacy Department of NCC.

Second Language Acquisition -Theory & Practice
Dr. Jaclyn Fowler-Frey

This workshop will explore how to teach pronunciation, grammar and vocabulary using some of the most relevant second language linguistic theories. It will dispel some of the language myths that have grown out of the field of second language acquisition.

◊

Jaclyn has spent the better part of the last 11 years working in the Adult Basic and Literacy Education field teaching ESL and designing professional development programs. The interaction between culture and the learning process is the focus of her writing and research. Jaclyn has a doctorate in Adult Education with a concentration in Second Language Learning and is currently working as the Dean of Students for Lancaster Country Day School.

Distance Learning in ESL Instruction
Bob Miller

This workshop will present the various applications of video and print materials and distance learning programs in the ESL Classroom. "Crossroads Café", the highly successful ESL learning series will be highlighted as well as "On Common Ground", the new advanced ESL and Citizenship distance learning series.

◊

Bob Miller has been associated with distance learning and educational television for over 25 years. He has served as an Associate Dean of Instruction: Learning Resources for a major southern California community college and for the past nine years has been employed by INTELECOM, an internationally recognized leader in the design and development of television-based courseware for college-credit and adult education. Bob's background includes teaching at secondary and college levels, television production, college administration, project development, fundraising, and marketing. Currently Bob is a Vice President within INTELECOM with primary responsibility for the organization's marketing and member services function. He holds an AA degree in telecommunication, a BS degree in business administration and an MPA in public administration.

The Role of Culture in the ESL Classroom
Dr. Ujwala Samant

This workshop will focus on culture and its impact in the classroom. The eight points of culture will be examined as well as "hidden cultures and stereotypes".

◊

Ujwala has been involved in education and literacy since she received her undergraduate degree in India. In the States, Ujwala attended the universities of Delaware (Special Education Diagnosis), Minnesota and Syracuse (Intercultural Counseling and Social Science). Her advocacy for and work with refugees, international students and immigrants led her to develop research groups (IMIG), support groups for training spouses, adaptation training for spouses, support and ESL groups for international students, and sensitivity training for mental health professionals. Ugwala's experiences in Adult Education span the boundaries of bare bones survival literacy and adult education and retraining in industry. She has done research in India, looking at literacy and social change with very poor women. In Syracuse, NY and in Paris, France, she has worked in the field of immigrant literacy. Additionally, she has developed training seminars for French industry on training an international workforce in communication, conflict resolution, gender and culture sensitivity and educational methodology.

As a member of the Institute, you are invited to become part of an e-mail discussion group (also known as a "listserv"). The discussion group allows you to easily share information with all the other members of the group. you can ask and answer questions, share ideas, announce events, and benefit from the collective knowledge of the group.

If you have a valid internet e-mail address, you can participate in the discussion group. Simply send a message to the address that we will provide, and everyone in the group will see it.

To join the discussion group, give us your e-mail address below. We'll take care of the rest and notify you when the discussion group is in place!

NAME: _____

YOUR E-MAIL ADDRESS: _____@_____

ESL INSTITUTE

WORKSHOP EVALUATION

Please take time to complete this evaluation form. The more information you can give us, the better. Remember, you can have a direct impact on future events!

Name of workshop

Presenter _____

How would you rate the following (5=excellent, 1=poor, please tell us why)

The presenter's preparation for the session.

Excellent 5 4 3 2 Poor 1

The presenter's knowledge of the topic.

Excellent 5 4 3 2 Poor 1

The presenter's ability to interact with the group.

Excellent 5 4 3 2 Poor 1

Will you be able to use any of this material in your own program? Yes
No

If no, why not

Did the workshop meet with your expectations? Yes
No

Please explain

Overall rating of the workshop.

Excellent 5 4 3 2 Poor 1

Comments: (continue on back if necessary)

ESL INSTITUTE
CONFERENCE EVALUATION

Please complete this evaluation form before you leave on Friday. Your comments are valuable to us, both positive and negative. We seriously consider your comments when planning future events. You can make a difference!

Please rate the overall quality of the conference using these categories (below 3, please comment).

Organization: Excellent 5 4 3 2 1 Poor

Facilities: Excellent 5 4 3 2 1 Poor

Workshop: Excellent 5 4 3 2 1 Poor

Comments:

Did you like the format of the conference? Why or why not?

Have you acquired new concepts from the workshops that you attended?

Will you incorporate in your program any of the new material that was presented at the workshops? If so, what?

In what way could the PDE, your regional PDC or NCC Staff be of assistance to you in the next year?

What other workshops would you like us to provide later in the year? (Please put additional comments on back.)

ESL INSTITUTE FALL WORKSHOP

Saturday, December 4, 1999

Chester County IU in Exton, PA

INTERACTIVE ACTIVITIES FOR BEGINNING ESL CLASSES

This workshop is for anyone who teaches beginning ESL students and is looking for new ideas. The entire workshop will focus on ideas to get beginners moving, talking and learning and will include suggested teaching materials, resources and texts.

Our presenter will be Claire Russell, Educational Coordinator/ESL Instructor who teaches at La Comunidad Hispana in Kennett Square, PA. Claire presented this workshop at PAACE in 1998 with rave reviews and has adapted her workshop for the ESL Institute.

Agenda:	9:00 – 9:30	Coffee
	9:30 – 12:00	Workshop
	12:00 – 1:00	Working lunch – sharing of ideas, questions and problems Bring your ideas to share!!

Hope you can join us! Registration deadline is **November 29,1999**

RSVP to Sue Boehret/Nancy Disario
NCC –Adult Literacy Dept.
3835 Green Pond Rd.
Bethlehem, PA 18020

Fax - 610-861-5093
e-mail:
ndisario@northampton.edu
sboehret@northampton.edu

Name _____

Address _____

_____

Pnone _____

A map to the Chester County IU is included

ESL INSTITUTE SPRING WORKSHOP

Saturday, April 1, 2000

Eat 'n Park Restaurant, New Castle, PA

INTERACTIVE ACTIVITIES FOR BEGINNING ESL CLASSES

This workshop is for anyone who teaches ESL students and is looking for new ideas. The entire workshop will focus on ideas to get students moving, talking and learning and will include suggested teaching materials, resources and texts.

Our presenter will be Claire Russell, Educational Coordinator/ESL Instructor who teaches at La Comunidad Hispana in Kennett Square, PA. Claire presented this workshop at PAACE in 1998 and in Philadelphia in December 1999 with rave reviews and has adapted her workshop for the ESL Institute.

Agenda:	9:00 – 9:30	Coffee
	9:30 – 12:00	Workshop
	12:00 – 1:00	Working lunch – sharing of ideas, questions and problems Bring your ideas to share!!

Hope you can join us! Registration deadline is **MARCH 27, 2000**

RSVP to Sue Boehret/Nancy Disario
NCC –Adult Literacy Dept.
3835 Green Pond Rd.
Bethlehem, PA 18020

Fax - 610-861-5093
e-mail:
ndisario@northampton.edu
sboehret@northampton.edu

Name_____

Address_____

_____

Pnone_____

Directions to the Eat 'n Park Restaurant , 100 Washington Street are included.

LAST CHANCE

to participate in the ESL Institute's
yearlong series of workshops.

Save these dates:
May 25th and 26th
at Northampton Community College's
Campus in Bethlehem, PA

A two day mini-ESL Institute
featuring a variety of workshops
on ESL topics

More information will be sent later.
If you would like to be included on our
mailing list or are interested in
presenting a workshop please e-mail

ndisario@northampton.edu
sboehret@northampton.edu
or call Sue or Nancy at 610-861-5427

SPRING ESL INSTITUTE

May 25-26, 2000

Northampton Community College

Center for Adult Literacy & Basic Workforce Development
Bethlehem, PA

This ESL mini-institute is an opportunity for you to enhance your knowledge of ESL education and to share your experiences and concerns with your colleagues. New and requested workshops on ESL topics will be offered. All teachers, tutors, and administrators are welcome. The NCC Culinary Arts Dept. will again provide our delicious meals.

Schedule of Events:

Thursday May 25th

11:00 – 12:00	Registration
12:00 - 1:00	Luncheon
1:30 – 3:15	Workshop
3:30 – 5:15	Workshop
6:00 – 7:00	Dinner
7:00 – 8:00	Entertainment

Friday May 26th

8:00 – 8:45	Continental Breakfast
8:45 – 9:30	Workshop
9:45 – 11:30	Workshop
11:45 – 12:45	Luncheon and Wrap-up

AdvancE and book vendors will be available on Thursday beginning at 11:00. All events will be held in Gates Center, Alumni Hall (see map)

Workshop Topics and Presenters include:

"Quick and Easy Tips for Teaching Pronunciation to Adult Learners" – Marni Baker

"Music in ESL" – Cheri Micheau

"Using Multiple Intelligences to Teach ESL"– Claire Russell

"Communicative Activities Using the Oxford Picture Dictionary" – Norma Shapiro (author)

Registration deadline for the ESL Spring Institute is **May, 17, 2000**!! Attendance will be limited. If you register and cannot attend please call us immediately. Each participant can be reimbursed up to $25 to be used for either mileage or hotel stay. Mileage forms will be available at registration. Hotel bills should be submitted before the end of the conference.

Send your registration to:

Nancy Disario/Sue Boehret
Northampton Community College
Center for Adult Literacy
3835 Green Pond Rd.
Bethlehem, PA 18020

Phone: 610-861-5427 FAX: 610-861-5093

e-mail ndisario@northampton.edu sboehret@northampton.edu

SPRING ESL INSTITUTE

Name_____

Position_____

Literacy Program or Agency_____

Mailing Address_____

_____

Phone_____

PDC Region_____

I will attend both days_____

I will attend Thursday afternoon and dinner only_____

I will attend Friday morning only_____

Hotels near Northampton Community College

Comfort Inn
Rt. 191 & 22
Bethlehem, PA
(610) 865-6300

Courtyard by Marriott
2160 Motel Drive
Bethlehem, PA
(610) 317-6200

Fairfield Inn
2140 Motel Drive
Bethlehem, PA
(610) 758-9000

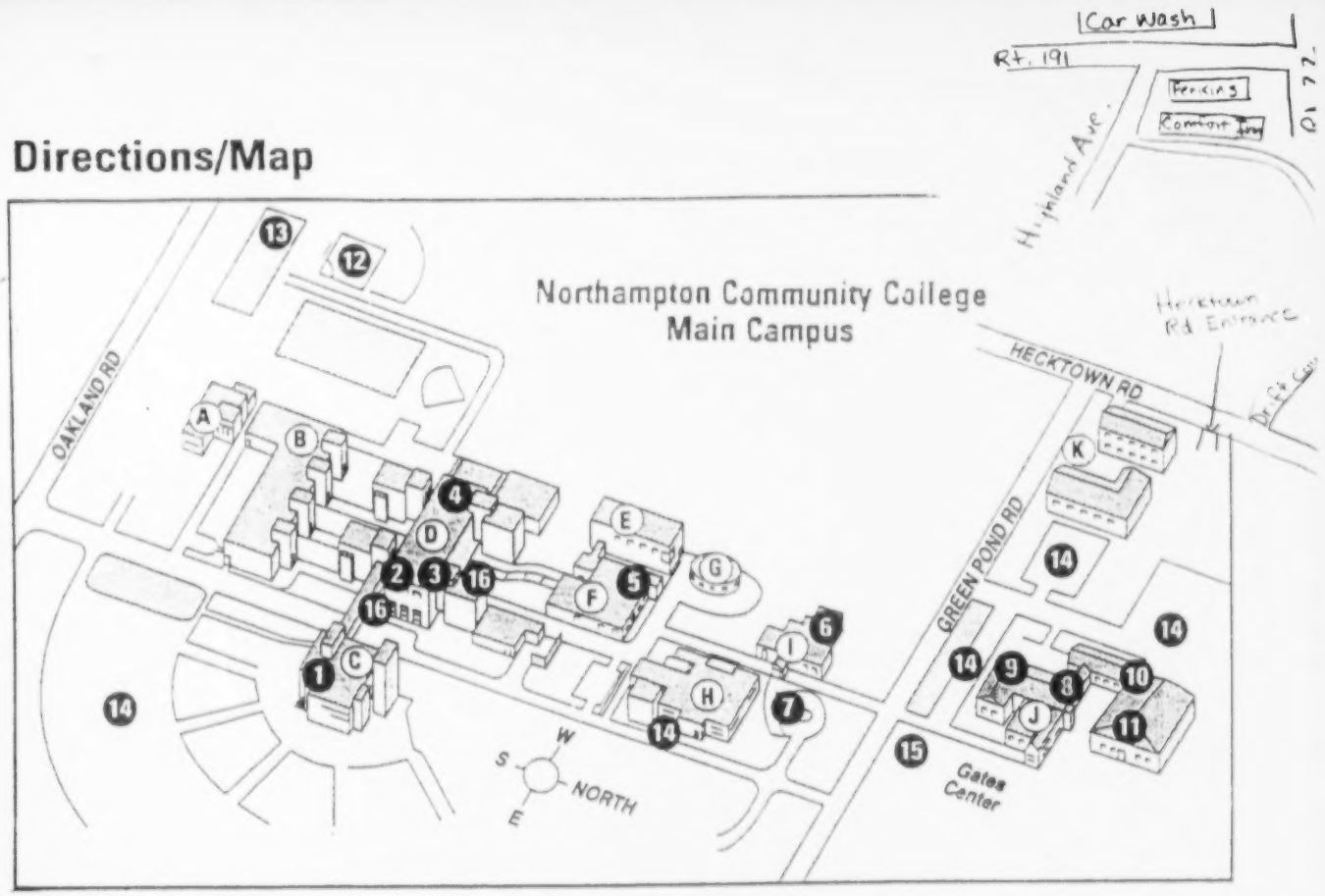
Hampton Inn & Suites
Route 22 & 512
Bethlehem, PA
(610) 866-5800

Holiday Inn
Route 22 & 512
Bethlehem, PA
(610) 866-5800

Residence Inn by Marriott
2180 Motel Drive
Bethlehem, PA
(610) 317-2662

If you need a room, a block has been set aside at the Comfort Inn until May 4th. at a reduced rate. This is the closest hotel to Northampton Community College.

Directions/Map



Campus Buildings

- A Commonwealth Hall
- B Penn Hall
- C Northampton Hall
- D College Center
- E Founders Hall
- F Keystone Hall
- G Kiva
- H Communications Hall
- I Jeanette F. Reibman Hall
- J Gates Center
- K Student Apartments & Residence Hall

Campus Features

1. Admissions/Financial Aid/ Registrar/Theatre
2. Bookstore
3. Health Center
4. Cafeteria/Information Center/ Gymnasium/Fitness Center
5. Computer Labs
6. Child Care
7. Drop off for Child Care
8. Hampton Winds Restaurant
9. Alumni Hall
10. County Hall
11. Technology Hall
12. Baseball/Softball Diamond
13. Tennis Courts
14. Visitor Parking
15. LANTA Bus Stop
16. Wheelchair Access

Directions To Main Campus

From Easton: Follow William Penn Highway toward Bethlehem. Turn right at the Christmas Barn onto Oakland Road. Turn right into College entrance.

From East or West: Follow Rt. 22 to Rt. 191 South toward Bethlehem. Turn left at the traffic light onto Oakland Road. Turn left into College entrance.

From the Poconos: Follow Rt. 209 South to Rt. 33 South to Rt. 22 West. Follow directions "From the west".

Be sure to turn right on to Brodhead where the small street sign is next to the Resale II shop.

-Workshops will be held in Alumni Hall, Gates Center, North campus (letter J on map).

DIRECTIONS TO COMFORT INN:

-Take route 22 to route 191 exit, go south and turn left on Highland Avenue (across from the Hanna Andretti Car Wash).

-You can see the Perkins flag. Proceed to Comfort Inn on the left.

-See the map on top, for short cuts from the Comfort Inn to the College.

SPRING ESL INSTITUTE
SCHEDULE OF EVENTS
MAY 25 – 26, 2000

WELCOME!

THURSDAY, MAY 25

11:00 a.m.	REGISTRATION BOOK VENDORS, AdvancE AND DISPLAYS
12:00 – 1:00 p.m.	LUNCH – ALUMNI HALL ABCD Opening Remarks: Dr. Manuel Gonzalez, Associate Dean, Center for Adult Literacy, Basic Workforce Development Nancy Disario & Sue Boehret, Institute Coordinators
1:30 – 3:15 p.m.	WORKSHOPS Group I: Alumni AB Communicative Activities Using the Oxford Picture Dictionary Group II: Alumni CD Quick and Easy Tips for Teaching Pronunciation to Adult Learners
3:30 – 5:15 p.m.	WORKSHOPS Group I: Alumni CD Using Multiple Intelligences to Teach ESL Group II: Alumni AB Communicative Activities Using the Oxford Picture Dictionary
5:15 – 6:00 p.m.	HORS D'OEUVRES – HAMPTON WINDS LOBBY
6:00 – 7:00 p.m.	DINNER – HAMPTON WINDS RESTAURANT
7:00 – 8:00 p.m.	ENTERTAINMENT – EL GROUPO MEXICANO This group will demonstrate dances from four different regions of Mexico. The history and cultural background of each dance will be discussed.

FRIDAY, MAY 26

8:00 – 8:45 a.m.	CONTINENTAL BREAKFAST – ALUMNI HALL
8:45 – 10:30 a.m.	WORKSHOPS Group I: Alumni CD Quick and Easy Tips for Teaching Pronunciation to Adult Learners Group II: Alumni AB Songs as Texts for Literacy Instruction
10:45 – 12:30 p.m.	WORKSHOPS Group I: Alumni AB Songs as Texts for Literacy Instruction Group II: Alumni CD Using Multiple Intelligences to Teach ESL
12:30 – 1:00 p.m.	WRAP-UP AND LUNCHEON (BOX LUNCH) ALUMNI HALL

❧REMINDERS❧

Each group will get to participate in each workshop. Please stay with the schedule that is provided for you.

Please remember to fill out the following forms before you leave:

PINK – one for each workshop

BLUE – overall evaluation

YELLOW – registration

GREEN – travel reimbursement—attach hotel receipts if you stayed overnight. Each participant qualifies for $25 for either hotel or mileage. It must be handed in before the end of the Institute or no later than May 31st. A check will be mailed to you.

HAVE A SAFE TRIP HOME & THANK YOU FOR YOUR PARTICIPATION IN OUR YEAR LONG ESL INSTITUTE WORKSHOPS!

SPRING ESL INSTITUTE SCHEDULE

Topic	Thursday 1:30 – 3:15	Thursday 3:30 – 5:15	Friday 8:45 – 10:30	Friday 10:45 – 12:30
Communicative Activities using Oxford Picture Dictionary	Group I 130 A B	Group II 130 A B		
Quick and Easy Tips for Teaching Pronunciation to Adults	Group II 130 C D		Group I 130 C D	
Using multiple Intelligences to Teach ESL		Group I 130 C D		Group II 130 C D
Songs as Texts for Literacy Instruction			Group II 130 A B	Group I 130 A B

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ESL INSTITUTE - SPRING 2000

WORKSHOPS & PRESENTERS

QUICK AND EASY TIPS FOR TEACHING PRONUNCIATION TO ADULT LEARNERS
Presenter: Marni E. Baker

This workshop will explore the most troublesome pronunciation issues for adult ESL learners from a variety of first language backgrounds. Participants will review the basic concepts of teaching pronunciation as a critical component of developing listening and speaking skills. A variety of interesting and easy to use materials and approaches will be introduced for helping students with pronunciation challenges including audio, video and Internet assisted lesson plans.

✒Marni Baker has her masters in TESOL and is currently working on her Ph.D. at the University of Pennsylvania where she also teaches in the English Language Program. She has taught, developed curriculum, and trained teachers in Turkey, Japan and the Baltic States. She has also presented workshops at several TESOL International Conferences and has worked extensively with technology and web-based learning.

COMMUNICATIVE ACTIVITIES USING THE OXFORD PICTURE DICTIONARY
Presenter: Norma Shapiro

"It takes 57 exposures to a word to give students complete access to using that word." How do we as teachers do that? How can we help students learn new words and remember them well enough so they can use them freely? In this workshop participants will learn how to increase students' retention of new vocabulary through communicative activities. The presenter will present vocabulary learning theory and communicative task-based activities. Teachers will practice many different activities for beginning and intermediate level students for comprehension, retention and production (speaking and writing). Many sample materials will be distributed.

✒Norma Shapiro is co-author of the Oxford Picture Dictionary and has done teacher training for the Peace Corps and the ESL Teacher Institute. She is also the co-author of Chalk Talks, a teaching technique of drawing in the classroom.

SONGS AS TEXTS FOR LITERACY INSTRUCTION

Presenter: Cheri Micheau

A variety of techniques for using songs to introduce and reinforce adult literacy skills will be demonstrated. Skills targeted for this contextualized approach include noticing patterns in vocabulary, interpreting and creating new metaphors and similes, summarizing the main idea of a song verse, sequencing events, rewriting song lyrics for humorous or serious effects, and relating the text to personal experience (in discussion and writing). Participants should bring their best singing voices to the session.

✒Cheri Micheau directs the TESL Graduate Programs at West Chester University, Pennsylvania, where she teaches courses in TESL methodology, sociolinguistics and applied linguistics. She has taught English and German as a Second Language to students from Grades K through 12 and to adults ages 18 to 85. Her special interests include language and ethnic maintenance, linguistic equality, TESL/bilingual program and course design, and content-based language instruction.

USING MULTIPLE INTELLIGENCES TO TEACH ESL

Presenter: Claire Russell

Do you have students who seem hard to reach? Do you want to make your teaching more interactive? Discover your students' individual gifts for learning in this unique workshop. We will explore Howard Gardner's theory of Multiple Intelligences and learn how it can be applied to adult ESL learners. We will also discuss practical strategies for identifying Multiple Intelligences and designing dynamic lessons that address all learners' strengths.

✒Claire Russell is the Educational Coordinator at La Comunidad Hispana, a community-based social services agency in Kennett Square, Pennsylvania. She has taught ESL for over eight years.

PENNSYLVANIA ADULT EDUCATION'S PROFESSIONAL NEWSLETTER

Vol. 19
No. 3
February 2000

What's The Buzz?

Nearly 100 ESL professionals attended the three-day ESL Institute in September, on the campus of **Northampton Community College**. Keynote speakers were **John and Mary Ann Boyd**, ESL instructors, consultants, and authors from Illinois State University. Their topic: "Engaging the Minds of Our Students." The ESL Institute is a yearlong project, and other workshops and a newsletter will be available throughout the year; the first issue of the newsletter has already been distributed (see "Newsletter Roundup"). **Nancy Disario** of the NCC Center for Adult Literacy and Basic Workforce Education tells us an ESL listserv has been established. Interested adult educators can participate by e-mailing <Ndisario@northampton.edu>.

At ESL Institute: Nancy Disario, Theresa Marks, Michele Pappalardo, Twila Evans, Frank Pappalardo, Emma Williams

Winter 99-00

PDC News

• SOUTHEAST PROFESSIONAL DEVELOPMENT CENTER •

In This Issue

- *1999 ESL Institute*
- *Thoughts on Family Literacy*
- *Calendar of Events.*
- *LVA Endorses EFF*
- *RACC Volunteer Receives Award*
- *One-on-One Tutoring*
- *Penn State offers On-line Degree*
- *"The Cutting Edge"*
- *Abington Free Library receives Boeing Grant*
- *Health Literacy Resource*

1999 ESL Institute
Nancy Disario

The Center for Adult and Basic Workforce Education at Northampton Community College hosted the 1999 ESL Institute on September 1-3. Close to 100 people attended the three-day event which was coordinated by Sue Boehret and Nancy Disario.

The keynote speakers were John and Mary Ann Boyd, ESL instructors, consultants and authors from Illinois State University. They presented an evening session on "Engaging the Minds of Our Students." They engaged the participants in a number of short activities focused around two interrelated themes--what it meant to be a language learner and aligning what teachers teach with what learners learn.

Workshops that were offered at the Institute were as follows: "Internet Tools for Enhancing Teaching and Learning in the ESL Classroom" presented by Marni E. Baker from the University of Pennsylvania, "Practical Strategies for the Multi-Level ESL Classroom" presented by John and Mary Ann Boyd, "Integrating Work-related materials into the ESL Classroom" presented by Twila Evans and Lisa Magidow from Northampton Community College, "Second Language Acquisition-Theory and Practice" presented by Dr. Jaclyn Fowler-Frey, "Distance Learning in ESL Instruction" presented by Bob Miller from Intelecom and "The Role of Culture in the ESL Classroom" presented by Dr. Ujwala Samant from Rutgers University.

In addition to the six workshops, a special presentation was given by the ESL Family Literacy Class at NCC showcasing a homemade puppet show and Dr. Manny Gonzalez as Old MacDonald. An "Evening in Historic Bethlehem," including a slide show and walking tour was enjoyed by many of the participants. After the Internet workshop, enthusiastic participants had a chance to surf the net and practice what they learned at one of NCC's computer labs. The Culinary Arts Department at NCC provided delicious meals for the three days, and a great time was had by all!

The ESL Institute is a yearlong project so other workshops and newsletters will be offered throughout the year. All the participants at the Institute and any other ESL instructors and practitioners in the state who would like to be included may participate in future activities.

An ESL listserv for the Institute has been set up, and allows participants to share information, questions, ideas and up-coming events. If you would like to participate in the listserv discussion group, please send your email address to: Ndisario@northampton.edu.

Thoughts on Family Literacy
Beth Crosby

The way a child learns something certainly can have long lasting effects on his/her adulthood. If a child has been successful, has been encouraged by a parent and has had positive role models, chances are that child will have a positive self-concept and will not be afraid to try new experiences. After all, each parent is his/her child's first teacher! If the first experience was positive, then chances are the next one will be too or at least the child will have the confidence and motivation
to try a new task again.
'The way children initially are taught [how to read] is critical to their success. We've waited until children are struggling and then put so much money into remediation. But I'm not sure how well

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ESL INSTITUTE NEWS

Fall 1999

A Letter From Manny

Welcome to the first newsletter for the 1999-2000 ESL Institute. It has been a few months since we have seen all of you, and I am hoping that your classes are up and running and that you are serving many adult learners. Nancy and Sue asked me to write a few of my "profound "thoughts about ESL in the state and some words of wisdom so I'll give it a try....

Starting January 1, 2000, we will be part of a new system and almost a "new" world. Going into this "new" world with the Workforce Investment Boards (WIB's) is going to be a challenge for those of us who work with second language learners. I'm a little concerned that there are not enough people advocating at the local level for LEP (Limited English Proficiency) adults. Many of the systems developed for providing training for adult job seekers will be difficult for LEP adults to access and navigate. I am encouraging all of you to work on the local level to ensure that our adult learners will have the ability to access services and training in the new system. When dealing with a LEP adult who needs a job, the pyramid from core services to intensive services to training needs to be turned upside down. These adults need the training first to get the language ability that they need to make informed decisions about jobs and job training. We need to work with our local boards to help them to understand the needs and desires of our LEP learners so that they become an integral part of the "new" system.

I also think because of all these changes that we as ESL practitioners need to have more dialogue in the area of curriculum. Should we be delivering more curriculum that will be workforce ESL at its core? I think we need to, but I'm not sure that everybody could agree to what workforce education means. What are the minimum competencies in workforce ESL? How do we marry what our learners want with the overlaying core competencies that we think they should have? I don't have all the answers and I think we need to continue to discuss these issues.

We will be making some site visits and we are available for technical assistance for anything related to ESL instruction and management. If you would like to have a discussion with me or one of the staff at NCC about these topics, please feel free to contact us either by the listserv, phone, or e-mail. Have a great fall!

Dr. Manual Gonzalez, Associate Dean of Center for Adult Literacy and Basic Workforce Education, Northampton Community College

Update on What's Happening From Nancy and Sue

It's hard to believe that 2 months ago we were getting ready for the three-day ESL Summer Institute on September 1-3. As coordinators we really enjoyed the planning and

from the feedback on the overall conference evaluations almost everyone agreed that it was a very successful and worthwhile three days. You all commented on the outstanding presenters, facilities and of course the food!

Those of you who filled out mileage and hotel forms should have received you reimbursement by now. If not, contact us immediately.

The listserv is up and running and future workshops are being planned in other parts of the state as well as a mini-institute in spring at NCC. You will be notified about all of these workshops.

Listserv Information

An ESL Institute Listserv has been set up. A listserv is an e-mail discussion group. It enables you to easily share information with all the other members of the group. You can ask and answer questions, share ideas, announce events, and benefit from the collective knowledge of the group.
If you or anyone interested in ESL would like to join the ESL Listserv:

Send an e-mail to: [illegible] with the body of the message saying: Subscribe eslinstitute
If you have any problems subscribing please let Sue or Nancy know.

The PAACE Conference

Remember the PAACE (PA Association for Adult Continuing Education) Conference is being held February 2-4, 2000 at the Hershey Motor Lodge and Convention Center. There will be several very good ESL workshops and a "Lesson Plan Swap Shop". Also plan to visit the ESL Resource Center and attend the ESL Luncheon on Friday, Feb. 4th at noon. Ask your director for information about this valuable conference.

Everything You Wanted to Know About ESL but Were Afraid to Ask

Try clicking on the web site www.[illegible].edu and find everything from ESL lesson plans to the latest journal articles on ESL. It has great information on every aspect of ESL

Please let us know how we can help you with your ESL classes this year. Is there a specific problem you are having that we can do a workshop on? Call or e-mail to [illegible] or [illegible] or call the Adult Literacy Office at 610-861-5427. Please keep in contact! We are looking forward to hearing from you!

ESL INSTITUTE NEWS

Winter 2000

Happy New Year! We hope you all had a relaxing Christmas vacation! We wanted to highlight some special ESL events going on in the next couple of weeks that we hope you can attend. We would also like you to give us some ideas for workshops that we can include in our Spring Mini-ESL Institute. Please call(610-861-5427) or e-mail (ndisario@northampton.edu or sboehret@northampton.edu) with suggestions or questions you may have about ESL.

Teaching Strategies for the Multi-Level ESL Classroom Being Offered

An ESL training module for practioners is being offered on 2 Fridays- Feb.18th and Mar.3rd from 9:30-4:00 at the Chester Co. IU in Exton,PA. This is an excellent opportunity to learn how to run a multi-level ESL classroom. The workshop will include lesson planning, learning strategies, and opportunities for their practice and application as well as other aspects of managing an ESL classroom.

If you are interested in this workshop, contact Ilsa Powell Diller at SEPDC (717-519-1005). Deadline for registration is Feb. 11th.

PAACE Conference

Pennsylvania"s Annual Adult Education Mid-Winter Conference will be held Feb. 2 – 4 at the Hershey Lodge and Convention Center in Hershey, PA. All educators in the state should make an effort to attend this worthwhile conference. The ESL workshops that will be presented are:

Teaching ESL Pronunciation – Wed. Feb. 2nd - 4:15 – 5:00
ESL in the Workplace – Wed. Feb. 2nd - 7:30 – 8:45
What Works: A Session for ESL Teachers & Tutors – Thurs. Feb.3rd – 10:15 – 11:30
Focus on Writing to Improve Communication Skills – Thurs. Feb. 3rd – 3:45 – 5:00
Rethinking the Immigrant Experience – Fri. Feb. 4th – 10:45 – 12:15

Plan to also visit the ESL Resource Center in the Marketplace. There will be all kinds of information about ESL as well as sample lesson plans to pick up. An ESL Luncheon will be held on Friday, Feb. 4th at 12:30. Hope to see you there!!!

ESL Winter Workshop a Big Hit!

Claire Russell gave an excellent presentation at the Dec. 4th workshop at the Chester Co. IU in Exton, PA. Her topic was Interactive Activities For Beginning ESL Classes. About 25 people attended the 3 hour workshop and luncheon. If you would like a copy of her handout with wonderful ideas on how to work with ESL students please contact us at 610-861-5427 or e-mail Nancy or Sue. Claire can be reached at 610-444-8308.

Citizenship Education Resources for Adult ESL Instructors

Because of the recent welfare reform and immigration reform legislation, adult education programs have seen a surge of interest among immigrants in acquiring citizenship. Some elderly immigrants, especially, are concerned about losing benefits such as Social Security and housing assistance. Enrollment in specialized citizenship preparation classes has risen, and "getting citizenship" has been voiced frequently by learners as their goal in studying English as a Second Language.

In the wake of this demand, adult ESL teachers are eager for resources to help them prepare their students for the citizenship process, from submitting application forms to practicing for the written and oral Immigration and Naturalization Service (INS) exams. Even after applicants pass the standardized government and history test, they must still demonstrate basic English listening and speaking ability at their citizenship interview. ESL classrooms can offer many opportunities; however teachers must also be cautious. They should leave the legal advice to those who are trained to navigate naturalization's tricky course.

National Resources

INS Website http://www.ins.usdoj.gov/index.html Phone 1-800-870-3676
Immigrant Policy News http://www.ncsl.org/statefed/ipphmpg.htm
National Immigration Forum http://www.immigrationforum.org

Selected Student Texts

Citizenship Now: A Guide for Naturalization (1995) by Aliza Becker and Laurie Edwards (Contemporary Books).

Preparation for Citizenship (1995) by Valdez, Riedel, and Burgos (Steck Vaughn).

U.S. Citizen, Yes: Interactive Citizenship Preparation (1996) by Roanna Magy (Heinle & Heinle)

Voices of Freedom: English and Civics for the U.S. Citizenship Exam (1994) by Bill Bliss and Steve Molinsky (Prentice Hall).

Of the People: US History (1991) by Deborah Short, Margaret Seufert-Bosco, and Allene Grognet (Delta Systems).

By the People, For the People: US Government and Citizenship (1992) by Deborah Short, Margaret Seufert-Bosco, and Allene Grognet (Delta Systems).

Teacher Resource

Building Bridges: A Resource Guide on Citizenship (1993) by Aliza Becker. Available from the Curriculum Publications Clearinghouse. (800) 322-3905.